

# CREDIT BY EXAMINATION AND ADVANCED PLACEMENT

## Advanced Placement Policy

Students who have completed Advanced Placement Examinations of the College Entrance Examination Board shall receive credit for Pasadena City College courses as listed below. A grade of "Pass" will be assigned to each student who obtains a score of 3, 4, or 5, except as noted. Credit earned by Advanced Placement may be counted towards Associate Degree requirements, Intersegmental General Education Transfer Curriculum (IGETC), and CSU General Education Breadth Requirements. The UC Policy for AP credit can be found on the UC system website (<https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ap-credits/>). The CSU also has a system-wide policy for AP that can be found on the CSU system website (<https://www.calstate.edu/apply/transfer/pages/advanced-placement-ap.aspx>).

The units earned from Advanced Placement do not apply toward the Pasadena City College residency requirements for graduation. To request credit, students must submit official copies of Advanced Placement Examination test scores with a Student Petition form to the Office of Admissions and Records (<https://pasadena.edu/admissions-and-aid/admissions-and-records/>). The following list has been approved by PCC's Curriculum and Instruction Committee, with restrictions as indicated.

## College Credit for Advanced Placement (AP) Tests

Students may earn credit for College Entrance Examination Board (CEEB) Advanced Placement (AP) Tests with scores of 3, 4, or 5. AP credit can be used to meet IGETC, CSU GE, and Associate degree general education and/or major requirements. Students must have the College Board (<https://www.collegeboard.org/>) send AP exam results to the Office of Admissions and Records (un-opened, hand carried copies will be accepted) for use on the Associate Degree or General Education patterns. Course credit and units granted at Pasadena City College may differ from course credits and units granted by a transfer institution or by another community college.

AP Exam	PCC Equivalent Course (Major)	PCC Local GE and Units Earned	CSU GE <sup>1</sup> and Units Earned Towards Certificate	CSU-Units Earned Toward Transfer <sup>2</sup>	IGETC and Units Earned Towards Certificate	UC-Units Earned Toward Transfer
<b>Art History</b>	Score of 4 or 5 – <b>ART 001A</b> or <b>ART 001B</b> (3 semester)	Area 3 - 3 semester	Area C1 or C2 3 semester	6 semester	Area 3A or 3B 3 semester	5.3 semester/8 quarter

<b>Art and Design - Drawing</b>	Drawing Portfolio – <b>ART 011A</b> (3 semester)	N/A	N/A	3 semester	N/A	5.3 semester/8 quarter <sup>3</sup>
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<b>Art and Design - 2D or 3D</b>	Studio Art Portfolio – <b>Art Elective</b> Credit for 2D Design or 3D Design subject to division recommendation (3 semester per exam)	N/A	N/A	3 semester	N/A	5.3 semester/8 quarter <sup>3</sup>
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<b>Biology</b>	Score of 3, 4, or 5 – <b>BIOL 011</b> (4 semester)	Area 5 - 4 semester	Area B2 and B3 4 semester	6 semester	Area 5B and 5C 4 semester	5.3 semester/8 quarter
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<b>Calculus AB</b>	Score of 3 or 4 – <b>MATH 009</b> (6 semester) and placement into <b>MATH 005A</b> Score of 5 – <b>MATH 005A</b> (5 semester) and placement into <b>MATH 005B</b>	Area 2 - 3 semester	Area B4 3 semester	3 semester	Area 2A 3 semester	2.6 semester/4 quarter <sup>5</sup>
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<b>Calculus BC</b>	Score of 3 or 4 – <b>MATH 005</b> (5 semester) and placement into <b>MATH 005</b> Score of 5 – <b>MATH 005</b> (5 semester) and placement into <b>MATH 005</b>	Area 2 - 3 semester 3	Area B4 semester 3	6 semester <sup>4</sup>	Area 2A 3 semester	5.3 semester/8 quarter <sup>5</sup>
<b>Calculus BC/AB Subscore of 3<sup>6</sup></b>	N/A	Area 2 - 3 semester 3	Area B4 semester 3	3 semester <sup>4</sup>	Area 2A 3 semester	N/A
<b>Chemistry</b>	Score of 3 or 4 – <b>CHEM 022</b> (4 semester) and placement into <b>CHEM 001</b> Score of 5 – <b>CHEM 001</b> (5 semester)	Area 5 - 4 semester 4	Area B1 and B3 semester 4	6 semester	Area 5A and 5C semester 4	5.3 semester/8 quarter
<b>Chinese Language &amp; Culture</b>	Score of 3 – <b>CHIN 001</b> (5 semester) Score of 4 – <b>CHIN 002</b> (5 semester) Score of 5 – <b>CHIN 003</b> (5 semester)	Area 3 - 3 semester 3	Area C2 semester 3	6 semester	Area 3B and 6A semester 3	5.3 semester/8 quarter
<b>Computer Science A</b>	Score of 3, 4, or 5 – <b>CS 001</b> (3 semester)	N/A	N/A	3 semester <sup>4</sup>	N/A	5.3 semester/8 quarter

<b>Computer Science AB</b>	Score of 3, 4, or 5 – <b>CS 002</b> (4 semester)	N/A	N/A	6 semester <sup>4</sup>	N/A	N/A
<b>Computer Science Principles</b>	N/A	Area 2 - 3 semester 3	Area B4 semester 3	6 semester	N/A	5.3 semester/8 quarter
<b>Economics - Macroeconomics</b>	Score of 3, 4, or 5 – <b>ECON 001A</b> (3 semester)	Area 4 - 3 semester 3	Area D 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
<b>Economics - Microeconomics</b>	Score of 3, 4, or 5 – <b>ECON 001</b> (3 semester)	Area 4 - 3 semester 3	Area D 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
<b>English - Language &amp; Composition</b>	Score of 3, 4 or 5 – <b>ENGL 001A</b> (4 semester)	Area 1A - 3 semester 3	Area A2 3 semester	6 semester	Area 1A 3 semester	5.3 semester/8 quarter <sup>8</sup>
<b>English - Literature &amp; Composition</b>	Score of 3, 4 or 5 – <b>ENGL 001A</b> (4 semester)	Area 1A and 3 - 6 semester 6	Area A2 and C2 semester 6	6 semester	Area 1A or 3B 3 semester	5.3 semester/8 quarter <sup>8</sup>
<b>Environmental Science</b>	Score of 3, 4, or 5 – <b>ENVS 001</b> (4 semester) (formerly Biology 37/ Physical Science 37)	Area 5 - 4 semester 4	Area B1 and B3 semester 4	4 semester	Area 5A and 5C 3 semester	2.6 semester/4 quarter

<b>French Language and Culture</b>	Score of 3 – (5 semester)	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
<b>FRNC 001</b>						
Score of 4 – (5 semester)						
<b>FRNC 002</b>						
Score of 5 – (5 semester)						
<b>FRNC 003</b>						

<b>German Language &amp; Culture</b>	Score of 3 – (5 semester)	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
<b>GRMN 001</b>						
Score of 4 – (5 semester)						
<b>GRMN 002</b>						
Score of 5 – (5 semester)						
<b>GRMN 003</b>						

<b>Government and Politics - Comparative Government</b>	Score of 3, 4, or 5 – (3 semester)	Area 4 - 3 semester	Area D 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
<b>POLS 002</b>						

<b>Government and Politics - U.S. Government</b>	Score of 3, 4, or 5 – (3 semester)	Area 4 - 3 semester	Area D and US 2 <sup>10</sup> 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
<b>- POLS 001</b>						

<b>History - European</b>	Score of 3, 4, or 5 – (3 semester)	Area 3 or 4 - 3 semester	Area C2 or D 3 semester	6 semester	Area 3B or 4 3 semester	5.3 semester/8 quarter
<b>HIST 001E</b>						

<b>History - U.S.</b>	Score of 3, 4, or 5 – (3 semester)	Area 3 or 4 - 3 semester	Area C2 or D and US 1 3 semester	6 semester	Area 3B or 4 3 semester	5.3 semester/8 quarter
<b>HIST 007A</b>						

<b>History - World - Modern</b>	N/A	Area 3 or 4 - 3 semester	Area C2 or D 3 semester	6 semester	Area 3B or 4 3 semester	5.3 semester/8 quarter
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<b>Human Geography</b>	N/A	Area 4 - 3 semester	Area D 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
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<b>Italian Language &amp; Culture</b>	Score of 3 – (5 semester)	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
<b>ITAL 001E</b>						
Score of 4 – (5 semester)						
<b>ITAL 002E</b>						
Score of 5 – (5 semester)						
<b>ITAL 003E</b>						

<b>Japanese Language &amp; Culture</b>	Score of 3 – (5 semester)	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
<b>JAPN 001</b>						
Score of 4 – (5 semester)						
<b>JAPN 002</b>						
Score of 5 – (5 semester)						
<b>JAPN 003</b>						

<b>Latin</b>	N/A	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
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<b>Music Theory</b>	Score of 3, 4, or 5 – (3 semester)	N/A	Area C1 3 semester (if taken prior to Fall 2009)	6 semester	N/A	5.3 semester/8 quarter (Full Music Theory Exam required)
<b>MUSC 001A</b>						

<b>Physics 1<sup>7</sup></b>	Score of 3, 4, or 5 – (4 semester)	Area 5 - 4 semester	B1 and B3 4 semester	4 semester <sup>1</sup>	Area 5A and 5C 4 semester	5.3 semester/8 quarter <sup>12</sup>
<b>PHYS 002</b>						

<b>Physics 2<sup>7</sup></b>	Score of 3, 4, or 5 – <b>PHYS 002B</b> (4 semester)	Area 5 - 4 semester	Area B1 and B3 4 semester	4 semester <sup>1</sup>	Area 5A and 5C 4 semester	5.3 semester/8 quarter <sup>12</sup>
<b>Physics C-Mechanics</b>	Score of 3, 4, or 5 – <b>PHYS 031</b> (5 semester)	Area 5 - 4 semester	Area B1 and B3 4 semester	4 semester <sup>1</sup>	Area 5A and 5C 3 semester	2.6 semester/4 quarter <sup>12</sup>
<b>Physics C-Electricity/Magnetism</b>	Score of 3, 4, or 5 – <b>PHYS 031B</b> (5 semester)	Area 5 - 4 semester	Area B1 and B3 4 semester	4 semester <sup>1</sup>	Area 5A and 5C 3 semester	2.6 semester/4 quarter <sup>12</sup>
<b>Precalculus</b>	N/A	Area 2 - 3 semester	Area B4 3 semester	3 semester	N/A	N/A
<b>Psychology</b>	Score of 3, 4, or 5 – <b>PSYC 001</b> (3 semester)	Area 4 - 3 semester	Area D 3 semester	3 semester	Area 4 3 semester	2.6 semester/4 quarter
<b>Seminar</b>	N/A	N/A	N/A	3 semester	N/A	N/A
<b>Spanish Language &amp; Culture</b>	Score of 3 – <b>SPAN 001</b> (5 semester) Score of 4 – <b>SPAN 002</b> (5 semester) Score of 5 – <b>SPAN 003</b> (5 semester)	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter
<b>Spanish Literature &amp; Culture</b>	N/A	Area 3 - 3 semester	Area C2 3 semester	6 semester	Area 3B and 6A 3 semester	5.3 semester/8 quarter

<b>Statistics</b>	Score of 3 or 4 – <b>STAT 015</b> or <b>STAT 018</b> (4 semester) Score of 5 – <b>STAT 050</b> (4 semester) Maximum credit - one Statistics course only	Area 2 - 3 semester	Area B4 3 semester	3 semester	Area 2A 3 semester	2.6 semester/4 quarter
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Areas of GE Breadth (A1 through E) are defined in EO 11000. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of EO 1061, and at [www.assist.org](http://www.assist.org).

2

These units count toward eligibility for admission. The units may not all apply toward certification of the corresponding GE-Breadth area. See Executive Orders 1036 and 1100 for details.

3

Art and Design Exam Limitation: Maximum 5.3 semester/8 quarter for all 3 AP Art and Design exams (Drawing, 2D, 3D)

4

AP Calculus and Computer Science Exam Limitation: Only one AP exam in Calculus or Computer Science may be applied toward CSU baccalaureate.

5

AP Calculus Exam Limitation: Maximum 5.3 semester/8 quarter for both

6

Students who take the Calculus BC examination and earn a subscore of 3 or higher on the Calculus AB portion will receive UC credit for the Calculus AB examination, even if they do not receive a score of 3 or higher on the BC examination.

7

**Advisory to Pre-med Students:** Even though AP scores may place students into a higher level chemistry or physics course, many medical schools do not accept AP credit in lieu of college level course credit to fulfill admissions requirements. Students interested in medical school should consult directly with the medical schools they are considering for information on their credit policies. Students may also want to refer to [www.aamc.org](http://www.aamc.org) or [www.aacom.org](http://www.aacom.org).

8

AP English Limitation: Maximum 5.3 semester/8 quarter for both

9

AP Government and Politics Exam Limitation: Also requires passing California state and local exam - Social Sciences Division

10

AP Government and Politics Exam Limitation: Does not fulfill American Institutions California Government requirement (US 3). This is not a CSU GE Certification and/or CSU transfer requirement. US 3 can be satisfied after transfer to CSU.

11

AP Physics Exam Limitation: Maximum 4 semester toward CSU GE Certification and 6 semester toward CSU baccalaureate

12

AP Physics Exam Limitation: Maximum 5.3 semester/8 quarter for all Physics exams

**PCC Major Requirements:** Students should be aware that AP exam credit is evaluated by corresponding it to an equivalent PCC course, e.g., HIST 007A. A student who receives AP credit and then takes the equivalent PCC course will have the unit credit for such duplication deducted prior to being awarded the Associate degree. Credit by AP exam is noted and listed on a student's transcript, with units assigned and a grade of "Passing".

**Local PCC GE:** AP exams may be applied to the Local PCC GE based on the corresponding GE areas listed above.

**CSU GE:** AP exams may be incorporated into the certification of CSU General Education-Breath requirements by any certifying institution. All CSU campuses will accept the minimum units shown and apply them toward fulfillment of the designated General Education-Breath area if the examination is included as part of a full or subject-area certification. Please note that individual CSU campuses may choose to grant more units than those specified toward completion of General Education-Breath requirements.

**IGETC:** AP exams must be used in the area indicated regardless of where the certifying CCC's discipline is located.

## College Level Examination Program

The College will grant a maximum of 6 units elective credit based on scores recommended by the American Council of Education in each General Examination of the College Level Examination Program (CLEP) of the College Entrance Examination Board. Subject credit, rather than elective credit, may be granted upon recommendation of the division.

## College Level Examination Program (CLEP) in PCC Local General Education and CSU General Education Breadth Certification

Some CLEP exams may be used on the PCC Local General Education and CSU General Education Breadth Certification. Students must have the College Board (<https://clep.collegeboard.org/>) send CLEP exam results to the Admissions and Records Office (un-opened hand carried copies will be accepted) for use on the PCC Local GE or CSU GE. CLEP exams may not be used on IGETC, the UC system does not recognize the exams. CLEP units will not be posted to the PCC transcript.

CLEP transfer credit for CSU admission is determined by the CSU system. The CSU policy for CLEP on the CSU General Education Breadth Certification can be found on the CSU system website (<https://www.calstate.edu/apply/transfer/pages/college-level-examination-program.aspx>).

CLEP Exam	Score	PCC Local GE and Units Earned	CSU GE <sup>1</sup> and Units Earned Towards Certification	CSU-Units Earned Toward Transfer <sup>2</sup>
American Government	50	Area 4 - 3 semester	Area D - 3 semester (does not meet CSU American Institutions Requirement)	3 semester
American Literature	50	Area 3 - 3 semester	Area C2 - 3 semester	3 semester
Analyzing and Interpreting Literature	50	Area 3 - 3 semester	Area C2 - 3 semester	3 semester
Biology	50	Area 5 - 3 semester (no lab)	Area B2 - 3 semester (no lab)	3 semester
Calculus	50	Area 2 - 3 semester	Area B4 - 3 semester	3 semester
Chemistry	50	Area 5 - 3 semester (no lab)	Area B1 - 3 semester (no lab)	3 semester
College Algebra	50	Area 2 - 3 semester	Area B4 - 3 semester	3 semester
College Algebra - Trigonometry	50	Area 2 - 3 semester	Area B4 - 3 semester	3 semester
College Composition	50	N/A	N/A	0
College Composition - Modular	50	N/A	N/A	0
College Mathematics	50	N/A	N/A	0
Economics Principles of Macroeconom	50	Area 4 - 3 semester	Area D - 3 semester	3 semester
Economics Principles of Microeconomics	50	Area 4 - 3 semester	Area D - 3 semester	3 semester
English Composition (no essay)	50	N/A	N/A	0
English Composition with Essay	50	N/A	N/A	0

English Literature	50	N/A	N/A	3 semester
Financial Accounting	50	N/A	N/A	3 semester
French <sup>3</sup> Level I	50	N/A	N/A	6 semester
French <sup>3</sup> Level II	59	Area 3 - 3 semester	Area C2 - 3 semester	9 semester
Freshman College Composition	50	N/A	N/A	0
German <sup>3</sup> Level I	50	N/A	N/A	6 semester
German <sup>3</sup> Level II	60	Area 3 - 3 semester	Area C2 - 3 semester	9 semester
History, United States I	50	Area 4 - 3 semester	Area D + US 1 - 3 semester	3 semester
History, United States II	50	Area 4 - 3 semester	Area D + US 1 - 3 semester	3 semester
Human Growth and Development	50	Area 4 - 3 semester	Area E - 3 semester	3 semester
Humanities	50	Area 3 - 3 semester	Area C2 - 3 semester	3 semester
Information Systems and Computer Applications	50	N/A	N/A	3 semester
Introduction to Educational Psychology	50	N/A	N/A	3 semester
Introductory Business Law	50	N/A	N/A	3 semester
Introductory Psychology	50	Area 4 - 3 semester	Area D - 3 semester	3 semester
Introductory Sociology	50	Area 4 - 3 semester	Area D - 3 semester	3 semester
Natural Sciences	50	Area 5 - 3 semester (no lab)	Area B1 or B2 - 3 semester (no lab)	3 semester
Pre-Calculus	50	Area 2 - 3 semester	Area B4 - 3 semester	3 semester
Principles of Accounting	50	N/A	N/A	3 semester
Principles of Management	50	N/A	N/A	3 semester
Principles of Marketing	50	N/A	N/A	3 semester
Social Sciences and History	50	N/A	N/A	0

Spanish <sup>3</sup> Level I	50	N/A	N/A	6 semester
Spanish <sup>3</sup> Level II	63	Area 3 - 3 semester	Area C2 - 3 semester	9 semester
Spanish with Writing <sup>3</sup> I	50	N/A	N/A	6 semester
Spanish with Writing <sup>3</sup> II	63	Area 3 - 3 semester	Area C2 - 3 semester	9 semester
Trigonometry	50	N/A	N/A	3 semester
Western Civilization I	50	Area 3 or 4 - 3 semester	Area C2 or D - 3 semester	3 semester
Western Civilization II	50	Area 4 - 3 semester	Area D - 3 semester	3 semester

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Areas of CSU GE Breadth (A1 through E) are defined in CSU EO 1100. Areas of American Institutions (US-1 through US-3) are set forth in Sections IA and IB of CSU EO 1061, and at [www.assist.org](http://www.assist.org) (<http://www.assist.org>).

2

These units count toward eligibility for admission. The units may not all apply toward certification of the corresponding CSU GE-Breadth area. See CSU EO 1036 and 1100 for details.

3

If a student passes more than one CLEP test in the same language other than English (e.g., two exams in French), then only one examination may be applied to the baccalaureate. For each test in a language other than English, a passing score of 50 is considered "Level I" and earns six units of baccalaureate credit; the higher score listed for each test is considered "Level II" and earns additional units of credit and placement in Area C2 of CSU GE Breadth, as noted.

## International Baccalaureate (IB) on the IGETC

A score of 5, 6 or 7 on Higher Level exams is required to grant credit for IGETC certification. An acceptable IB score for IGETC equates to 3 semester units for certification purposes and 5.3 semester/8 quarter units towards UC transfer. IB units will not be posted to the PCC transcript. Students who have earned credit from an IB exam should not take a comparable college course because transfer credit will not be granted for both.

Students must have the International Baccalaureate Organization (<https://www.ibo.org/>) send IB exam results to the Admissions and Records Office (un-opened hand carried copies will be accepted) for use on the IGETC.

Designated examinations are awarded elective units which may be applied to UC graduation requirements for specific subjects and/or for general education/breadth requirements, as determined by each campus. The UC Policy for IB credit can be found on the UC system website (<https://admission.universityofcalifornia.edu/admission-requirements/ap-exam-credits/ib-credits.html>).

IB Exam	Score	IGETC and Units Earned Towards Certification	UC-Units Earned Toward Transfer
Biology HL	5-7	Area 5B - 3 semester	5.3 semester/8 quarter
Chemistry HL	5-7	Area 5A - 3 semester	5.3 semester/8 quarter
Economics HL	5-7	Area 4 - 3 semester	5.3 semester/8 quarter
Geography HL	5-7	Area 4 - 3 semester	5.3 semester/8 quarter
History (any region) HL	5-7	Area 3B or 4 <sup>1</sup> - 3 semester	5.3 semester/8 quarter
Language A: Literature (any language, except English) HL	5-7	Area 3B and 6A - 3 semester	5.3 semester/8 quarter
Language A: Language and Literature (any language, except English) HL	5-7	Area 3B and 6A - 3 semester	5.3 semester/8 quarter
Language A: Literature (any language) HL	5-7	Area 3B - 3 semester	5.3 semester/8 quarter
Language A: Language and Literature (any language) HL	5-7	Area 3B - 3 semester	5.3 semester/8 quarter
Language B (any language) HL	5-7	Area 6A - 3 semester	5.3 semester/8 quarter
Mathematics: Analysis and Approaches HL	5-7	Area 2A - 3 semester	5.3 semester/8 quarter
Mathematics: Applications and Interpretation HL	5-7	Area 2A - 3 semester (may not be at all UCs)	5.3 semester/8 quarter
Physics HL	5-7	Area 5A - 3 semester	5.3 semester/8 quarter
Psychology HL	5-7	Area 4 - 3 semester	5.3 semester/8 quarter
Theatre HL	5-7	Area 3A - 3 semester	5.3 semester/8 quarter

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IB exam may be used in either area regardless of where the certifying CCC's discipline is located.

**Example:** Even if History at a CCC is approved for Area 3B, the History IB may be used in Area 3B or Area 4.

## International Baccalaureate (IB) on PCC Local General Education and CSU General Education Breadth Certification

A score of 4, 5, 6, or 7 is required to grant credit for PCC Local General Education and CSU Breadth Certification. IB units will not be posted to the PCC transcript.

Students must have the International Baccalaureate Organization (<https://www.ibo.org/>) send IB exam results to the Admissions and Records Office (un-opened hand carried copies will be accepted) for use on the PCC Local GE or CSU GE.

Actual IB transfer credit awarded for these and other IB exams for admission is determined by the CSU. The CSU Policy for IB credit can be found on the CSU system website (<https://www2.calstate.edu/apply/transfer/pages/international-baccalaureate-ib.aspx>).

IB Exam	Score	PCC Local GE and Units Earned	CSU GE and Units Earned Towards Certification	CSU-Units Earned Toward Transfer
Biology HL	5-7	Area 5 - 3 semester	Area B2 - 3 semester	6 semester
Chemistry HL	5-7	Area 5 - 3 semester	Area B1 - 3 semester	6 semester
Economics HL	5-7	Area 4 - 3 semester	Area D - 3 semester	6 semester
Geography HL	5-7	Area 4 - 3 semester	Area D - 3 semester	6 semester
History (any region) HL	5-7	Area 3 or 4 - 3 semester	Area C2 or D - 3 semester	6 semester
Language A Literature HL	4-7	Area 3 - 3 semester	Area C2 - 3 semester	6 semester
Language A Language and Literature HL	4-7	Area 3 - 3 semester	Area C2 - 3 semester	6 semester
Language A1 (any language) HL	4-7	N/A	Area C2 - 3 semester	6 semester
Language A2 (any language) HL	4-7	N/A	Area C2 - 3 semester	6 semester
Language B (any language) HL	4-7	N/A	N/A	6 semester
Mathematics HL	4-7	N/A	Area B4 - 3 semester	6 semester
Mathematics HL: Analysis and Approaches	4-7	Area 2 - 3 semester	Area B4 - 3 semester	6 semester



Mathematics HL: Applications and Interpretation	4-7	Area 2 - 3 semester	Area B4 - 3 semester	6 semester
Physics HL	5-7	Area 5 - 3 semester	Area B1 - 3 semester	6 semester
Psychology HL	5-7	Area 4 - 3 semester	Area D - 3 semester	3 semester
Theatre HL	4-7	Area 3 - 3 semester	Area C1 - 3 semester	6 semester

## Credit-by-Examination – Pasadena City College Courses

Granting of credit-by-examination must meet the following criterion:

1. The student is currently enrolled and attending the College in at least one graded course (the requested credit-by-exam course does not meet these criteria).
2. The course is listed in the PCC College Catalog and is not primarily of an activity nature and is not in the qualifying or remedial category. Credit-by-examination is not available for the native language of a student or for subjects which appear on the student's high school transcript. Credit is not available for any course which is lower in a sequence than a course in which credit has already been granted. Unique situations may be referred to the Petitions Committee.
3. The student is in good standing, has all required transcripts on file at the College and has completed 12 or more units in residence with an overall 2.000 or higher grade-point average.
4. The student has never failed the course and has not been enrolled in the class during the semester for which the examination is being requested.
5. The student may attempt credit-by-examination only once in a particular course.
6. Maximum credit-by-examination for courses of the College is 12 units. The credit will be recorded in the term in process when the examination results are submitted to the Admissions and Records Office. Credit will not be posted to prior terms.
7. Credit by examination courses are graded on a pass or no pass basis.
8. Approval is required from the division dean responsible for the area in which credit will be given and the Director of Admissions and Records.

Students will be required to pay all applicable fees (enrollment, non-resident tuition, etc.) at Student Business Services before any credit-by-examination is taken.

## Recording and Utilization of Credit-by-Examination, CLEP and AP

Credit will be recorded with a grade of P (Pass) after the student satisfactorily completes 12 or more units at Pasadena City College. It may be utilized in meeting requirements for the Associate in Arts or Associate in Science Degree. Units granted will not be used in determining eligibility for College activities, or in certifying for financial

aid, Veteran's Educational Assistance, or in certifying enrollment to an outside agency.

Transfer students should be aware that four-year colleges may have different criteria for recognizing elective academic credit from non-classroom sources and that a new evaluation of experiences will often be required upon transfer.

## Credit for Military Training and Experience:

Pasadena City College strives to serve our nation's military members by offering a comprehensive review of all previous academic and military education and training to earn maximum credit toward degree and certificate programs at Pasadena City College.

Depending on your military training, Pasadena City College can apply college credit to your degree program.

- For service members and veterans of the U.S. Army, U.S. Navy & Marine Corps, submit a SMART transcript from <https://jst.doded.mil/jst/>
- For service members and veterans of the U.S. Air Force, submit a transcript from the Community College of the Air Force. <https://www.airuniversity.af.edu/Barnes/CCAF/Display/Article/803247/community-college-of-the-air-force-transcripts/>
- For service members and veterans of the U.S. Coast Guard, submit a transcript from the U.S. Coast Guard Institute. <http://www.uscg.mil/hr/cgi/i>
- For service members who left the military before 1986, the college can apply credits from a notarized DD 214.

## Evaluation of Credit From Military and Other Service

All veteran students wishing to receive veteran educational benefits must submit for evaluation official transcripts of all prior college and military training before benefits will be processed. Documentation of military training (DD2586 Army/American Council on Education Registry Transcript [AARTS], DD295, DD214, Community College of the Air Force transcript) should be submitted to the Admissions and Records Office, Building L, Room 113.

Credit for experiences in the military service and USAFI/DANTES tests may be allowed as recommended by the American Council on Education and in accordance with the provisions of the College Catalog.

## Maximum Credit-by-Examination and Other Nontraditional Education

A student may be granted no more than 30 units through any combination of credit-by-examination (AP, CLEP, or PCC examinations) and evaluation of military service.

## Credit Limitations in Basic Skills

Students are limited to enrolling in a maximum of 30 units of Basic Skills courses (e.g., those numbered 400 and above.) Students enrolled in ESL



courses and students who have learning disabilities are exempt from this limitation.

## Credit Limitations in Foreign Language

Students will not receive credit in elementary courses (semesters 1 and 2) of a foreign language offered at PCC if that language is the primary language in which they received their secondary education. Students may petition for exceptions based on special circumstances.

## Auditing of Classes

**Policy No. 4071: It is the policy of the Pasadena Area Community College District** to allow students to audit courses when space is available in course sections and students seeking to enroll for credit are not displaced. Students who are enrolled in classes to receive credit for ten or more semester credit units shall not be charged a fee to audit three or fewer semester units during a primary semester. No student auditing a course shall be permitted to change his/her enrollment in that course to receive credit for the course. The fee for auditing courses shall be no more than the amount established by the California Education Code. The Superintendent/President shall establish procedures regarding compliance with statutory and regulatory criteria for auditing courses.

## Financial Obligations of Students

Students or former students are expected to meet proper financial obligations due to the District. Pursuant to California Education Code, Section 72237, college services such as grades, transcripts, diplomas, registration privileges or any combination thereof may be withheld from any student or former student who has not made satisfactory arrangements to meet his/her financial obligation to the District.

## Student Records

The following are College policies relating to the Family Educational Rights and Privacy Act of 1974, Public Law P.L. 93-380, and Chapter 816, Statutes of 1975, State of California.

### I Definition of Education Records

Education records consist of student data maintained by the following offices: Admissions and Records, Assessment, Financial Aid, Counseling, Health Services, Office of Student Services and by academic divisions.

### II Access to Education Records

All students have the right to inspect and review their records. A student who follows the established procedure of the Admissions and Records Office shall be granted access to his or her records within 15 days of the request. Expressly exempt from the right of review and inspection are the following materials:

- A. Financial records of the parents of the students.
- B. Confidential letters and statements of recommendation which were placed in the education records prior to Jan. 1, 1975.
- C. Records of instructional, supervisory, counseling and administrative personnel which are in their sole possession and are not accessible or revealed to any other person except an instructor substituting for the one in sole possession.
- D. Records of students made and maintained by the College Health Center and the Learning Disabilities Center, which are used in the

treatment of students and which are not available to persons other than those providing such treatment; except that such records can be reviewed by an appropriate professional of the student's choice.

### III Procedure for a Student's Access to Records

- A. A student may review his or her records upon appropriate identification and in conference with a College Counselor or other certificated Student Services staff member.
- B. A former student may request in writing a review of his or her records. The request should be directed to the Director of Admissions and Records who is the designated "Records Officer" acting for the President of the College.
- C. Any student request for review shall be granted within 15 days following the request.

### IV Procedure for Challenge of Accuracy or Content of Education Records

- A. Informal  
A student may submit to the Director of Admissions and Records a Student Petition to challenge the accuracy or content of education records maintained by the College. The Student Petition must be supported with verifying documentation. The Petition Committee will rule on the request and notify the student. Any student not satisfied with the decision of the Petitions Committee may discuss the matter with the Vice President of Student Services.
- B. Formal  
If the student is not satisfied with the determination made by the Vice President of Student Services, the student may, within 30 days, appeal the decision in writing to the President of the College.

### V Release of Education Records Information

- A. Any release of a student's education records, with the exceptions listed, must be with the student's written consent or request.
- B. Directory information – In accordance with the Federal Family Educational Rights and Privacy Act of 1974 and the California Educational Code, Pasadena City College will make public upon request and without student consent certain "directory information." This information consists of the following: a student's name; address; participation in officially recognized activities and sports; if a member of an athletic team, weight, height and age; and dates of attendance. Any student desiring to withhold directory information and who did not indicate such at the time of admission to the College may submit a written request to the Admissions and Records Office in the L Building.  
The College is required to release student names, addresses, and telephone numbers to armed forces recruiters, per the Solomon Act, without first obtaining a student's permission. In addition, the College is required to release information to the U.S. Department of Education and the Federal Internal Revenue Service regarding fees paid and financial aid received based on the Hope and Opportunity for Post-secondary Education Act of 1997. Information is also released to the National Student Clearinghouse.
- C. Without the student's written consent and upon authorization of the Director of Admissions and Records or his/her designee, the College may release copies of, or otherwise divulge, material in student education records to the following agencies and individuals who are

expressly forbidden from permitting access of said education records to third parties:

1. College and District staff with a need to know. Authorized representatives of the Comptroller General of the United States, the Secretary of Education, an administrative head of an education agency, state education officials, or their respective designees of the United States Office of Civil Rights, where such information is necessary to audit or evaluate a state or federally supported education program or pursuant to a federal or state law provided that, except when collection of personally identifiable information is specifically authorized by federal law, any data collected by such officials shall be protected in a manner which will not permit the personal identification of students or their parents by other than those officials. Such personally identifiable data shall be destroyed when no longer needed for such audit, evaluation and enforcement of federal legal requirements.
2. Other state and local officials or authorities to the extent that information is specifically required to be reported pursuant to state law adopted prior to Nov. 19, 1974.
3. Officials of other public or private schools or school systems, including local county, or state correctional facilities where educational programs are provided, where the student seeks or intends to enroll, or is directed to enroll, subject to the rights of students.
4. Agencies or organizations in connection with a student's application for, or receipt of, financial aid; provided that information permitting the personal identification of students may be disclosed only as may be necessary for such purposes as to determine the eligibility of the student for financial aid, to determine the amount of the financial aid, to determine the conditions which will be imposed regarding the financial aid, or to enforce the terms or conditions of the financial aid.
5. Accrediting organizations in order to carry out their accrediting functions.
6. Organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs and improving instruction, if such studies are conducted in such a manner as will not permit the personal identification of students or their parents by persons other than representatives of such organizations. Such information will be destroyed when no longer needed for the purpose for which it is collected.
7. Appropriate persons in connection with an emergency if the knowledge of such information is necessary to protect the health or safety of a student or other persons, or subject to such regulations as may be issued by the Secretary of Education.
8. Those who have obtained a subpoena or judicial order. The student is given notice by mail of the College's compliance with the order.

#### **VI Record of Access**

The College will maintain an access list which includes the identity of persons who have requested and have been denied or who have had

access to student records, the dates of said requests, and the reasons for such access. The access list is not required of College officials.

#### **VII Transfer of Information by Third Parties**

Education records or personal information transferred to a third party will include a notice that such party shall not permit access by any other party without the written consent of the student.

#### **VIII Notice of Student Rights**

Students will be informed at least annually through the Pasadena City College Catalog of their rights under the Act.